

**Board of Governors**  
**Agenda for the meeting to be held on 22 January 2014**  
**at 10:15 in Sunley Lecture Room**

(Note 10.00-10.15 meeting of IMAC)

10.15

1. Welcome, Apologies, Quorum (*Names*)
2. Declarations of Interest
3. **Minutes** of Meeting held on 18 December 2013, Paper A / AR
4. Matters Arising from 20 November 2013 and 18 December - Actions and Follow up, Paper B

10.30

**TO DISCUSS**

**5. Estates**

- 5.1 Estates Strategy (non-Waterside) - progress review and overview including Student Estates perspective eg Student Residences, Paper C1
  - 5.2 Update on Estates projects, Paper C2
  - 5.3 Topic Data and relevant Key Performance Indicators, including Estate Management Statistics, Paper C3
- Director of Finance

11.00

**TO APPROVE**

**6. Waterside (Commercial in Confidence)**

- 6.1 Update on Project – January plus any appendices, Paper D
  - 6.2 Draft Base case for presentation to HEFCE, Paper D1
- Chief Operating Officer

6.3 Confirmation of Waterside Budget current year to July 2014, see Paper F

Director of Finance

6.4 Project Assurance Committee minutes 14 January, Paper D2

Chair of PAC

11.30

### **Performance, Finance and Risk Matters**

7. Student Number Cap– Change to market context, Oral

Vice Chancellor and Chief Operating Officer

8. Risk Management (paper deferred to future meeting), Oral–E

Chief Operating Officer

9. Period 5 management accounts 2013/14, Paper F

Director of Finance

10. (Item removed to future meeting), Paper–G

Vice Chancellor

11. Investment opportunities – Berenberger, Paper H

Vice Chancellor and Director of Finance

12. Philanthropy and Fundraising strategic approach, Paper I

Vice Chancellor and Director of Advancement

13. Honorary Awards Committee recommendations, Paper J

Chair of Honorary Awards Committee

12.10

### **Policies and Procedures**

14. Human Resources Policies:

14.1 Whistleblowing Policy, Paper K1

14.2 Prevention of Illegal Working Policy, Paper K2

14.3 Special Leave and Other Leave Policy, Paper K3

14.4 Disciplinary Policy, Paper K4

Director of Human Resources

12.25

**Compliance and governance**

15. Annual Occupational Health Report 2012-13, Paper L

Director of Human Resources

16. TRAC submission 2012-13, Paper M

Director of Finance

17. Governance matters:

17.1 Terms of Reference – Court, Search and Special Committees, Paper N

Clerk

17.2

Governors procedures – Handbook, Conduct, Electronic Means, Paper O  
Clerk

12.45

**18. TO RECEIVE**

18.1 Minutes of the **Senate** meeting 4 December 2013, Paper P

Vice Chancellor

18.2 Annual Monitoring Statement 2012-13, Paper Q

Vice Chancellor

18.3 Annual Health and Safety Report, Paper R

Director of Finance

18.4 Funding Letter from BIS to HEFCE (to be tabled if received)

Director of Finance

18.5 Action points from Away Day (to be tabled if available)

Chair of Board/Clerk

18.6 Update on Calendar and Board of Governors activity, Paper S

Chair of Board/Clerk

12.55

**19. FOR NOTE - Any Other Business**

Items as necessary from:

Chair of the Board of Governors

Vice Chancellor – Current Applications for Sept 2014

Chief Operating Officer

Student Union President

Other members

Clerk

20. Confirmation of availability of Papers

Chair of Board

13.00

Close followed by **Lunch (30 mins)**

13.30

Followed by visit to St Johns new Student Residences